

Judicial Administration Committee  
Judicial Conference of Indiana

**Minutes**  
March 12, 2004

The Judicial Administration Committee of the Judicial Conference of Indiana met at the Indiana Judicial Center on Friday, March 12, 2004 from 10:00 a.m. – 3:00 p.m.

1. Members present. Roland W. Chamblee, Gregory A. Horn, Karen M. Love, Mary G. Willis, and Judith S. Proffitt, Chair.
2. Staff present. Jeffrey Bercovitz provided the committee with staff assistance.
3. Guests present. Camille Wiggins, staff attorney, Division of State Court Administration and Senior Judge John L. Kellam were also present.
4. Minutes approved. The minutes for the committee on February 13, 2004 were approved.
5. JTAC case management system. Judge Kellam and Camille Wiggins presented an overview of the JTAC's work on the case management system (CMS). They believe the civil case types will be rolled out first. They agreed to return in May with the screens and panels of the CMS for the committee to view.
6. New projects. Suggestions for committee projects:
  - a. Committee members reviewed the ideas from the last meeting.
  - b. Judge Willis displayed an article from American Judicature Magazine on judicial evaluation. Judge Proffitt said Judge Nash and Hamilton county use a survey on judges not for publication.
  - c. Case management training and docket control was discussed by committee members as a new project.
  - d. Committee members agreed by consensus to explore the preparation of guidelines for case management of pro se litigation. They agreed to survey judges for ideas in this area. They believed courts should handle pro se litigation on a consistent basis. Judge Proffitt agreed to contact the Pro Se committee for their work on this topic.
7. Next meeting. The committee agreed to hold their next meeting at the Judicial Center on May 14, 2004. They agreed to strike the June 11, 2004 and November 12 meeting dates, and meet again on July 9, 2004, August 13, 2004, October 8, 2004 all from 10:00 a.m. - 4:00 p.m. at the Indiana Judicial Center.

Respectfully submitted,

Jeffrey Bercovitz, Director  
Juvenile and Family Law